“WE ARE RECRUITING EXPERTS”

English version

# Position title: INTERNATIONAL EXPERT on Labour Issues and gender equality in the place of work

# Mission country: Albania

# Duration: short-term

# Sector: Education and socio-professional integration

# Deadline for responses: .30/01/2023

# Project name and description:

“Technical Assistance Program in support to gender equality in access to economic opportunities”

The French Development Agency (AFD) has proposed a financial and technical support to the Government of Albania (GoA) together with the World Bank, through a Development Policy Loan (DPL) based on a Policy Matrix built upon 3 pillars:

* **Pillar 1:** Promoting women’s access to assets through the recognition of ownership of immovable property;
* **Pillar 2:** Levelling the playing field for women to access income-generating opportunities;
* **Pillar 3:** Strengthening institutional arrangements for gender-informed policymaking.

These three pillars contribute to women’s economic empowerment (WEE) and should support the GoA in the effective implementation of the ongoing reforms, which represent a major challenge to reduce gaps between women and men in terms of equal access to immovable property, labour market participation, employment, and entrepreneurship.

The DPL is accompanied by a Technical Assistance (TA) program provided by Expertise France (EF), which aims to support the Albanian Government’s efforts to implement the Policy Matrix prior actions, and more generally to enhance gender equality and women’s participation in the economy.

# Description of the mission:

Under the authority of the Project Manager and TA Team Leader, in close cooperation with the national expert, the International Expert on Labour Issues and gender equality in the place of work mission will be the:

## Sub-activity 1 Provision of tools on gender-equality to labour inspectorates in Albania, by:

* Providing support for the elaboration of a national toolkit on gender-equality in the workplace (here also to be tested in 3 companies), to be distributed during inspection visits, and available to all, incl. employers, on the Labor Inspectorate’s website.
* Supporting technical discussion with relevant key stakeholders through peer to peer exchange on gender equality and exchange on the possibility to later organize sectorial practical cases on gender and labour-conditions (ex.: in the footwear industry or thematic cases ex. pregnancy) in 1 to 3 companies.

This activity will be implemented in close collaboration with the Commissioner on Antidiscrimination.

## Sub-activity 2 Strengthen Labour inspectorate training of inspectors on gender equality (curricula revision and development of training material for trainers, ToT sessions), by:

* The revision of labour inspectors training curricula (initial and continuous training) in order to take into consideration a gender approach the gender-mainstreaming of labor inspectors training programs and curricula (initial and continuous training).
* The organization of training of trainers (initial and continuous training).

This activity will be conducted in collaboration with the Albanian School of Public Administration (ASPA) and with the Commissioner on Antidiscrimination.

Description of the tasks for each sub activity:

**Sub Activity 1:**

In close cooperation with EF team and the National expert, the international expert is in charge to:

* Conduct a diagnosis and needs assessment based on desk review and interviews.
* Conduct a desk review of the legal provisions related to gender equality and decent working conditions in the workplace and existing tools/references/training of labor inspectors and draft a short report with finding and conclusions.
* Conduct around 5 interviews with various stakeholders to deepen the understanding of the situation, of labor inspectors inspection processes/procedures, of the issues at stake (list to be defined - from institutions, employers/employers’ associations or unions, NGOs or any relevant expert on labour and gender issues and 1 or 2 on-site company visits during inspection may be considered (tbd with LI).
* Draft a report with the analysis and recommendations for the national toolkit on gender equality. Provide a framework for the toolkit (goals, scope, main characteristics, etc.).
* Share and discuss the recommendations of the report and the tool framework with Labour Inspectorate and relevant stakeholders (list of participants to be discussed with the LI – for instance, the Commissioner on Antidiscrimination).
* Draft a National Toolkit on Gender Equality in the workplace based on conclusions and recommendations from the previous phase.
* Support the discussion with the Labor inspectorate for the approval of the national toolkit to be used during the test in the 3 private companies and the validation of the tools with other stakeholder during a workshop.
* Draft a concept note to precise the methodology to test the national toolkit on gender equality in 3 private companies (containing objectives, timing, organisation of the test and collection of feedbacks, governance, etc.).
* In close cooperation with Labour Inspectorate, test the national gender equality toolkit in 3 private companies.
* Develop the national toolkit on gender equality in workplace and provide recommendations on dissemination channels, to be presented in a final workshop – 5 days.

In conducting its tasks, the international expert is expected to:

* Provide recommendations and share French experience of sectorial or thematic practical cases studies on gender and labour-conditions.
* Collaborate closely with the Labour Inspectorate and the national expert all along the process.
* Report periodically to EF TA team leader on the progress of its work.

**Sub-Activity 2:**

* Collect the documentations related to Labor inspectors initial and continuing vocational training policy: frequency, mandatory/optional characteristics, training providers, items/content, funding, etc.
* Conduct analysis to assess how gender and women’s rights issues are integrated in Labor inspectors training policies, programs, and tools – taking into consideration the revised checklist and the new Gender Equality Toolkit.
* Provide recommendations to the Labor Inspectorate on how to gender-mainstream their training curricula (to be checked with the Labour Inspectorate) , (indicative: in a 10- 15 pages report including a 1-page abstract with main conclusions). The report will be drafted in English.
* Provide feedbacks on Training of trainer’s (TOT) concept note and materials produced by the National expert in charge for ToT for Labour Inspectors and cooperate closely until the post-training assessment.

In conducting its tasks, the national expert is expected to:

* Collaborate closely with the National Expert and the International Lead Gender Expert all along the process.
* Report periodically to EF TA Team Leader on the progress of its work.

# Professional experience:

* At least 5 years of professional experience of inter/national development/technical assistance about employment and labour policies, labour laws, decent work, occupational safety and health measures, working conditions, discrimination or any related fields.
* Experience of facilitating organizations to strengthen their gender mainstreaming capabilities; understanding of how gender issues interact with labour low and issues; understanding of rights-based approach to work on gender, will be considered an asset.
* Track record in designing and delivering gender training (a sample is requested); proven ability to condense a wide range of material into concise and accessible packages for non-expert audiences – for online and offline use
* Academic Qualifications/Education:
* Advanced academic degree preferably and primarily in economics, law, labour issues, public policy, gender and development, or closely related fields.

# Qualifications and competences:

* Advanced academic degree preferably and primarily in economics, law, labour issues, public policy, gender and development, or closely related fields.
* Proven skills in intercultural communication, public relations, project coordination;
* Excellent writing and relational skills;
* Ability to work in a team and remotely;
* Creativity;
* Autonomy, responsiveness and proactiveness;
* Teamwork;

Language:

•Fluency and proficiency in spoken and written English is required.

•Fluency in French is an asset.

# Additional information:

* Location of the mission: Albania
* Duration of the mission: 50 days
* Foreseen time frame of the mission: February – October 2023
* Possible Starting date of the position: 01/02/2023

# Documents to be provided:

Applications must be sent by e-mail (delina.nano@expertisefrance.fr) and by Expertise France website with:

* CV;
* Cover letter

Please indicate the reference **International Expert on Labour Issues and gender equality in the place of work** in the subject of your application e-mail.

If you do not hear from us within 31.01.2023, please consider that your application has been unsuccessful.

Candidate(s) interested in this opportunity should submit their application as soon as possible, with Expertise France maintaining the option of establishing a shortlist before this date.

The selection process for expressions of interest will take place in two stages:

* In the first stage, a shortlist will be freely established by Expertise France.
* In the second stage, the candidate(s) selected may be invited for an interview.